



CITY OF FAIRFIELD

Incorporated December 12, 1903

COMMUNITY RESOURCES DEPARTMENT

FAIRFIELD HOUSING AUTHORITY
823-B Jefferson Street
Fairfield, CA 94533-4883

Phone: 707.428.7392
TDD: 707.425.8143
FAX: 707.425-0512

OUTGOING PORTABILITY REQUEST

FINANCIAL LIMITATIONS

Due to budget constraints, requests to move to areas that have higher payment standards than those of the Fairfield Housing Authority will be denied, unless the new agency will absorb your voucher into their own program, and release our voucher back to us. Our current Payment Standards are as follows:

1BR - \$835 2BR - \$1,047 3BR - \$1,542 4BR - \$1,833 5BR - \$2,108 6BR - \$2,424

PORTABILITY PROCESS

Before we can send your portability packet to the new Housing Authority, we must contact them by fax to complete and return the Receiving Housing Authority Data Form for our files. We will fax this form within 24 hours of receiving your request, but we cannot control the time it will take for them to return the form back to us.

FAMILY INFORMATION

Head of Household Name: _____

Current Address: _____

Telephone: (_____) _____

What date do you expect to terminate your lease in Fairfield? _____

RECEIVING HOUSING AUTHORITY (WHERE ARE WE SENDING YOUR FILE?)

We can mail your file, or you can hand-carry a sealed packet - if it is allowed by the receiving agency. We can not fax your documents.

Housing Authority Name: _____

Street Address: _____

City: _____ State: _____ Zip: _____

Telephone: (_____) _____ Fax: (_____) _____

Contact Name: _____

CERTIFICATION

I have read and understood the information provided in this notice.

Head of Household Signature: _____ Date: _____

